

EDUCATEAlabama
TEACHER OBSERVATION RECORD

Note: With the exception of the teacher as an identifier, you do not have to complete the demographics below if you have completed that information on the Post-Observation Conference Record and it is attached.

Teacher: _____ Evaluator: _____

School System: _____ School: _____ Date: _____

Subject/Grade: _____ No. of Students: _____ Start Time: _____

Observation No.: 1 2

1st Yr. Teacher

Non-tenured Teacher

Tenured Teacher

Special Conditions (to be specified by teacher)

Special Population Overcrowded Conditions Inadequate Technology

Inadequate Facilities Inadequate Resources Subject Change

Other: _____

Comments: _____ Specify

Directions for Completing and Using Observation Data

1. During the observation, the observer records anecdotal notes regarding activities and behavior (teacher behavior, student behavior) in the classroom.
2. A form has been provided for recording anecdotal notes. It is likely that more than one form (page) per lesson will be needed.
3. After the lesson is completed, the observer should analyze his/her notes, recording in the column provided references (Standard and Indicator numbers) for the data/information recorded. The purpose of the analysis is to make completion of the Post-observation Conference Record and later the Collaborative Summary Report (CSR) easier.
4. To assist in completing analysis of anecdotal notes, a reference list of pertinent standards and indicators has been provided (see online resources).
5. Once analysis is completed, the Post-Observation Conference Record should be completed and the post-observation conference held.
6. When completing the teacher's CSR, the evaluator should use the anecdotal notes with references from all observations and the reference list of standards and indicators to generate evidence for observable performance indicators and holistically determine the levels of practice using observation data and data available from other sources (dialogues, principal data, previous professional learning plans).

Observation Record: Anecdotal Notes

Educator's Name:

Page: _____

Evaluator's Name:

Standard/
Indicator _____
